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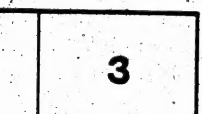

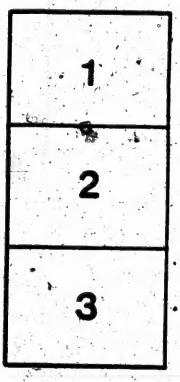

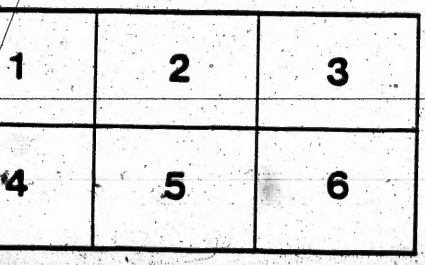

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CONSTITUTION,

BY-LAWS,

AND RULES OF ORDER,

OF THE

GRENVILLE

Teachers' Association.

PRESCOTT:

J. W. ANDERSON, PRINTER, "TELEGRAPH" OFFICE.

1875.

OBJECT.

The object of this Association is to advance the interests of Education.

CONSTITUTION.

NAME.

ARTICLE 1. This Association shall be styled The County of Grenville Teachers' Association.

WHO ELIGIBLE FOR MEMBERS.

ARTICLE 2. Any person shall be eligible for Membership, and shall be entitled to the privileges of this Association upon paying the prescribed fee.

HONORARY MEMBERS.

ARTICLE 3. Upon the recommendation of the Board of Directors, any person who may have been distinguished as an educator may be elected an Honorary Member by a majority of the Members present, and as such shall have all the privileges of a regular Member, except those of voting and holding office.

ANNUAL FEE.

ARTICLE 4. The annual fee for membership shall be 50 cents for gentlemen and 25 cents for ladies, payable at the first regular meeting of the year.

LIFE MEMBERS.

ARTICLE 5.—Any person eligible for Membership may become a Life Member by paying $5 to the Treasurer.

OFFICERS AND BOARD OF DIRECTORS.

ARTICLE 6.—The Officers of this Association shall consist of a President, two Vice Presidents, a Secretary-Treasurer, and eight Councillors, one for each Municipality in the County, who shall constitute the Board of Directors, and shall be elected annually at the first regular meeting for the year.

MEETINGS.

ARTICLE 7.—The places and the times of the regular meetings shall be determined by the Association at each previous meeting. Special meetings may be held at such times and places as the President shall determine, on a requisition being handed to him signed by 20 members, and due notice being given to all the members.

ADOPTION OF BY-LAWS.

ARTICLE 8.—By-Laws not inconsistent with this Constitution, may be adopted by a two-thirds vote of the Association.

AMENDMENTS TO THE CONSTITUTION.

ARTICLE 9.—This Constitution may be altered

or amended at any regular meeting of the Association, by the unanimous vote of the Members present; or by a two-thirds vote, providing the alterations or amendments have been substantially proposed at a previous regular meeting.

BY-LAWS.

DUTIES OF BOARD OF DIRECTORS.

The Board of Directors shall have in charge the general interests of the Association; shall make all necessary arrangements for its meetings; and shall do all in their power to render it a useful and honorable Institution. The Board of Directors shall hold their regular meetings at any convenient time before the assembling of the Association; also, as occasion may require during the meeting of the Association, and immediately after the adjournment of the same. Three of the Board of Directors shall form a quorum for business. The President shall have power to call a special meeting of the Board whenever the interests of the Association may seem to demand it.

DUTIES OF PRESIDENT.

The President shall preside at all meetings of the Association and of the Board of Directors, and shall perform such other duties as by custom devolve upon a presiding officer; and shall be

ex-officio member of all Committees. In his absence one of the Vice-Presidents shall preside; and in the absence of both Vice Presidents a *pro tempore* Chairman shall be appointed on nomination, the Secretary putting the question.

DUTIES OF SECRETARY-TREASURER.

The Secretary-Treasurer shall keep a full and just record of the proceedings of the Association and of the Board of Directors; shall give notice of the meetings of the Association and of the Board of Directors; shall conduct such correspondence as the Directors may assign, and shall have his records present at all meetings of the Association and of the Board of Directors. He shall receive and hold in safe keeping all moneys paid to the Association; shall invest, deposit, or expend the same as the Board of Directors shall order; and shall keep an exact account of his receipts and expenditure, with vouchers for the latter, which account he shall render to the Board of Directors prior to each regular meeting of the Association; he shall also present an abstract thereof to the Association; and shall give such security for the faithful discharge of his duties as may be required by the Board of Directors.

RULES OF ORDER.

1. On a point of order being raised while a Member is speaking, the Member speaking shall

at once take his seat. The point of order shall then be stated by the Member objecting, and the Chairman shall without further debate decide thereupon, stating the rule applicable to the case without argument or comment.

2.—The Chairman shall not be required to put any motion to the meeting unless submitted in writing with the names of the mover and seconder thereon, except a motion to adjourn, or of the previous question.

3.—When a motion has been put to the meeting [illegible] serve the first, and the seconder the [illegible] such [illegible] motion.

4.—No member shall speak while there is not a [illegible] meeting, without the permission of the Chairman.

5.—A motion to adjourn shall take precedence of all motions and amendments.

6.—The Yeas and Nays upon any question shall be recorded in the minutes, when called for by five Members.

7.—When a member intends to speak or submit a motion he shall rise in his place, and respectfully address the Chair, confining himself to the question, and avoiding personalities.

8.—Should more than one Member rise to speak at the same time, the Chairman shall at once, without appeal, determine who is entitled to the floor.

9.—Members shall speak but once on any question including amendments, without the consent of the Association.

10.—The previous question shall be put in this form, "Shall the question be now put?" If this be carried, no further motions, amendments or debates shall be permitted, but the question put without delay.

11. No amendments to the minutes shall be allowed after their adoption.

12. A motion to adjourn simply shall always be in order, except 1st. when a Member is in possession of the floor; 2nd. when Members are voting; 3rd when an adjournment was the last preceding motion; 4th. when it has been decided that the previous question shall be put.

13. A rule of order may be suspended at any meeting of the Association, by a two-thirds vote.

14. These Rules of Order shall also, as far as possible, apply to Committee of the whole.

ORDER OF BUSINESS.

The following shall be the Order of Business at the meetings of the Association:—

1st—Roll of Officers called.
2nd—Reading the minutes.
3rd—Reading of Communications.
4th—Report of Board of Directors.
5th—Receiving Delegates.
6th—The business of the meeting as announced in the Circular.
7th—New Business.
8th—Election of Officers (at first regular meeting for the year, except in case of death or resignation.)
9th. Closing Business. Time and place of next meeting.
10th. Adjournment.

REGULATIONS.

1.—The Association may at any time, by a majority of votes, alter the Order of Business.

2.—The Evening Sessions shall be devoted to the hearing of Essays and Readings by the Members and Lectures from Honorary and Non-Members.

4.—Any Member of the Association may propose a subject for discussion, which, if approved of by the Board of Directors, shall be brought forward at the next meeting, with the understanding that the proposer shall open the discussion.

4. Each Member of the Association shall be furnished with a copy of the Constitution, By-Laws, Rules and Regulations.

5.—All questions proposed for debate shall be in accordance with the declared objects of the Association, and shall be delivered to the Secretary in writing, for the approval of the Board of Directors

6.—Theological questions of a sectarian nature shall not be introduced or discussed at any meeting.

7.—Each speaker in a debate shall be allowed ten minutes; the mover shall be allowed five minutes at the close for a reply; twenty minutes shall be allowed for each reading, and thirty minutes for an essay.

8.—The questions debated at each meeting shall be decided by a majority of the Members present.

9.—The Lecturers for each public meeting shall be appointed by the Board of Directors.